

SUMMARY OF THE LAW CLERK HIRING PLAN FOR 2004

- The hiring of law clerks will be done no sooner than the Fall of the third year of law school.
- Law schools and law faculty members will discourage potential applicants from submitting applications for clerkship positions before the day after Labor Day of their third year of law school. The law schools will do nothing to facilitate the release of official transcripts and they will discourage faculty members from sending letters of reference or making calls on behalf of law clerk applicants before the day after Labor Day of the third year of law school.
- In 2004, law clerk applications from third year students and law graduates, and letters of reference on their behalf, may be submitted beginning on Tuesday, September 7, 2004.
- There will be a two-week "reading period" before interviews during which law clerk applications and letters of reference can be received, sorted, and reviewed by chambers. No interviews may be held during the reading period, and no offers may be extended during the reading period.
- Beginning on the first Monday after Labor Day – September 13 in 2004 – judges may set up interviews to take place after the reading period.
- Judges may not conduct interviews or extend offers before the second Monday after Labor Day – September 20 in 2004.
- The critical dates under the Revised Law Clerk Hiring Plan are as follows:
 - **After Labor Day:** Third year law students and law school graduates may submit law clerk applications and letters of reference may be submitted on their behalf.
 - **From the Day After Labor Day Through the Second Sunday After Labor Day** (September 7 - 19 in 2004): Reading period.
 - **Beginning on the first Monday after Labor Day** (September 13 in 2004): Judges may schedule interviews to be held after the reading period.
 - **Beginning on the Second Monday After Labor Day** (September 20 in 2004): Judges may conduct interviews and extend offers.

See also: [Ad Hoc Committee Report Endorsing 2004 Plan](#) and [FAQs](#).